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FINE ARTS COMMISSION

AGENDA

13 May 1985 - 1100 hours

Room 7D32 Hqs.

1. Call to Order by Chairman.

2. Review of April Minutes.

3. Committee Reports

25X1 a. Exhibits

4. Old Business

25X1 a. Certificate of Appreciation for FAC Supporters

25X1 b. Book Disposal Units Outside the Library

25X1 c. Report on Colors

25X1 d. Report on Standard Design for Door Signs

5. New Business

25X1 a. Sign Request for HIC

b. Sign Request for OIT

25X1 c. Fully Wallpaper the Disbursing Office

6. Next Meeting - 10 June 1985.

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MINUTES  
OF THE 8 APRIL 1985  
MEETING OF THE FINE ARTS COMMISSION

1. The meeting was called to order at 1110 hours in Room 7D32 Headquarters. Present were:

Members:

Consultant:

Others:

2. [ ] reported that the discussion concerning location of the FBIS dish antenna was not included in the March minutes and that an addendum would be prepared. [ ] mentioned that the Hot Air Ballooning Exhibit is still being planned for June and that the March minutes should be corrected to read that the exhibit hall may be closed due to construction work during the months of July and August rather than the month of June as was reported in the March minutes. The minutes of the March meeting were approved as corrected with the provision that this addendum will be submitted to the Commission at a later date and added to the minutes after approval.

3. [ ] asked everyone to say something about where they work and how they came to be on the Fine Arts Commission and a little of where their particular interests are with respect to the FAC.

4. Committee Reports

a. Exhibits

April - Employee Craft Exhibit

[ ] helped to set up the craft show which is now showing through the month of April.

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May - Far East Exhibit.

25X1 [ ] reported that [ ] is working on the Far  
25X1 East Exhibit scheduled for May and will be using a theme of  
Asian-American people fulfilling the American promise.

June - Hot Air Ballooning Exhibit

25X1 [ ] said that she had talked with [ ]  
25X1 about the exhibit and that P&PD does not have anything ready  
yet. [ ] suggested that the hot air ballooning exhibit be  
held over into July until construction on the exhibit hall is  
begun. The members present were in favor of letting the  
exhibit run a little longer.

Other Possible Exhibits

25X1 [ ] said that she had attempted to get [ ]  
25X1 [ ] in May for the Iranian exhibit, but we will have that  
exhibit later on. The exact time will be decided upon when it  
becomes more clear when the construction work will be done on  
the exhibit hall.

25X1 [ ] requested that the employee art exhibit be  
postponed from November, 1985, to April, 1986 and the members  
agreed with that suggestion.

25X1 [ ] had contacted [ ] with a request to  
25X1 display some of his photos on England. [ ] reported that  
she would like to have 5x7 proofs made from his slides.

5. Old Businessa. Standard Design for Door Signs

25X1 [ ] reported that [ ] had submitted an idea for  
door signs and she presented his sketch to the FAC. There was  
a lengthy discussion concerning the possibility of having a  
standard design for door signs but with a provision for  
individual office logos. Many ideas were expressed, both pro  
and con, with the result that [ ] appointed a  
25X1 committee to include [ ] Chairman, [ ]  
25X1 [ ] to study the issue and come up  
25X1 with a report and recommendation for the FAC at our next  
meeting. [ ] said that it is important to reach a  
decision as soon as possible.

b. Book Disposal Units Outside the Library

25X1 [ ] reported that a suggestion had been made  
to the awards committee and that an award had been made  
concerning the addition of book disposal units outside the

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25X1 Library. [ ] said that [ ] was not consulted  
25X1 and that the available units were not too satisfactory in that  
they look like garbage cans and we would end up having problems  
with people throwing trash, gum, food, etc. into the book  
disposal units. After considerable discussion, three options  
were considered: (1) The "garbage can" idea; (2) slots in  
Library door; or (3) not having book disposal units at all.

25X1 [ ] suggested the awards committee chairman be notified  
25X1 that awards should not be made to someone without checking with  
appropriate offices. [ ] said that she would  
contact the chairman of the awards committee and see if she can  
get their action reversed in light of the Commission's  
opposition.

### c. Certificate of Appreciation

It was decided in view of the lengthy amount of items  
to be discussed at this meeting and the fact that there is no  
urgency concerning this matter that discussion on this subject  
will be tabled until our next meeting.

### d. Upgrade of Display Cases and Panels in Exhibit Hall

25X1 [ ] presented a drawing showing how the  
original sketch was modified to meet our needs. The estimated  
cost is \$14,000 for the six cases. After discussion the FAC  
25X1 agreed to allow [ ] to go ahead with selecting the  
display cases but suggested black or dark blue for the velcro.

### e. Progress Report on Color

25X1 [ ] reported that [ ] has submitted her  
final report, which was a complete analysis of our building,  
25X1 including many opinions and suggestions. [ ] mentioned  
25X1 a great number of [ ] suggestions and after a lengthy  
discussion it was determined that the matter calls for a great  
deal of study before coming to a conclusion. It was suggested  
25X1 that maybe a small group should look into some of [ ]  
25X1 ideas and come up with a recommendation. [ ]  
appointed a color consultant committee to be composed of Bob  
25X1 [ ] Chairman, [ ] and  
25X1 [ ] to look into all of the issues and to report back  
at our next meeting.

## 6. New Business

### a. Benches in Main Corridors

25X1 [ ] thought that the benches in the main corridor  
25X1 were a very weak point. [ ] office has been looking at  
bench replacement, and she reported that most benches are made  
now with wood bases. Benches are needed at the ground floor

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entrances and first floor entrances and in front of cafeteria areas. We will need a black base and red top for the first floor, and we will need a brown base to go with floor on the ground level. It was suggested that the color of the blinds outside the cafeterias is too weak, but since they are so new it is not justifiable to replace them, so we would have to pick up a stronger color in the benches. The members present are in favor of going ahead with getting the benches.

b. Graphics display

25X1 [ ] told the Commission that she had given FAC approval for an Agency-wide graphics exhibition to be held for several days in April in the J corridor.

25X1 [ ] mentioned that she and [ ] had met with [ ]. He raised the possibility of donating some of his works on art to the Agency if the Agency in return would agree to purchase some of the paintings. [ ] will pursue the matter further with [ ].

25X1 A suggestion was made to the Suggestions and Achievement Awards Committee that buildings be named. It was mentioned that the entrance to the Headquarters building is already officially named Allen Dulles entrance. After discussion it was decided that [ ] should draft a reply stating that this is not really our business, but we are concerned about the proliferation of signs.

7. The next meeting of the FAC will be held on Monday, 13 May 1985 at 1100 hours in Room 7D32.

8. The meeting was adjourned at 1230.



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